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Approved For Release 2004/05/05 : CIA-RDP55-00037A000100040016-6

WEEKLY ACTIVITY REPORT

(Items marked with an \* are suggested for Mr. Baird's Report)

A. PROGRESS REPORT - OLD PROJECTS

1. Mobile Audio-Visual Aids Device - No change.
2. Motion Picture Film Section - No change. This item will be deleted from this report.
3. War Plans Staff Officer Course Manual - No change.
4. Translation of Basic Agent Training Tradecraft Manual  No 25X1
5. The Red Interpreter - No change.
6. Filmagraph Production for BIC(I)
  - a. Completed set of 14 drawings for 2"x2" lantern slides, title, "Flow of Intelligence." Material now in Printing and Reproduction Unit.
  - b. Prepared set of 4 lantern slides, size 3-1/4"x4", material dealing with propaganda leaflets.
  - c. Received a request for the preparation of a set of 14, 2"x2" colored lantern slides, subject, "Selection of Strategic Air Targets."
7. Educational Exhibit and Display Panels for BIC(I) -
  - a. Administrative Services Branch now handling negotiations with the Carpenter Shop to begin construction of both projects. Date of starting construction now indefinite according to ASB.
  - b. Eight IAC member seals being enlarged for use in the display area.
8. Order of Battle Edited Training Film - No change.
9. Revision of the  - No change.

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10. TR(S) Program of Instruction - Ten courses of study have been received.
11. Glandestine Publications - No change.
12. Editing of the Stay-Behind Manual - No change.

25X1

13.

14.

15.

16. TR(S) Lesson Folder File - No lesson folders received during the week.

B. PROGRESS REPORT - NEW PROJECTS

1. Publication of Guide for Stenographers and Typists. Recommendation of the OTR Publications Board that this be issued as an OTR reference manual was approved by D/TR. Final editing of the manual is completed and it will be processed for reproduction.
2. Training Aids for Office of Logistics. On the basis of discussions with representatives of OTR and the Office of Logistics about a year ago, the Training Staff of Logistics has requested the preparation of at least one training aid, which has been completed. Additional training aid production will be requested by the Office of Logistics.
3. Editing of Area Background Film. On the basis of information developed with regard to a request from ITD/TR(G) several months ago, the problem of procuring certain area background films by combined effort with our present Air Force motion picture supporters has been discussed with the Chief, Support Staff and the script writer. The scope of the problem will become the subject of the staff study, probably by P&PS/OTR.
4. Project Theatrical. PTD/TR(S) has requested that the Instructor Training Course be given to the members of project Theatrical. The Training Methods Specialist and the C/TAB will conduct the course for them on 16 and 17 November.

C. ITEMS OF CURRENT INTEREST

None

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D. ITEMS OF ADMINISTRATIVE INTEREST

1. Chief, Library Services [ ] for discussion of routine procedures. 25X1
2. Discussions were held with the Chief, A&E Staff to evolve a plan for developing a student evaluation system to be used in the Instructor Training Course.
3. Instructors of the Project Training Division will receive instruction on the use of films and projectors in order to decrease equipment maintenance and film damage problems in safehouses. Instruction will be given by the Photographic Aids Section.
4. The Map Training Officer/OTR provided the new Photographic Interpretation Course of ORR with 30 pocket stereoscopes.



25X1

Chief, Training Aids Branch